



UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

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7 OCTOBER 2021

MEMORANDUM FOR SURGEON GENERAL OF THE ARMY
SURGEON GENERAL OF THE NAVY
SURGEON GENERAL OF THE AIR FORCE
SURGEON GENERAL OF THE UNITED STATES

THROUGH: PRESIDENT, UNIFORMED SERVICES UNIVERSITY OF THE
HEALTH SCIENCES

SUBJECT: Nominations for the Assistant Dean for Recruitment Position at the
Uniformed Services University of the Health Sciences

I request your assistance in nominating highly qualified officers for the position of Assistant Dean for Recruitment in the USU School of Medicine. This most important role drives high quality applicants to the University while working to establish pipeline programs to broaden our applicant diversity. CAPT Robert Liotta MC, USN has served admirably in this role since December of 2017 and will be retiring from the Navy during the summer of 2022. Due to the visibility and intent to clearly communicate the military nature of our school to potential enrollees, only uniformed candidates will be considered for this position. We hope you will nominate outstanding uniformed candidates for this position.

As you consider potential nominees for this important leadership position, please take the following attributes into consideration:

1. The successful candidate will be a commissioned officer who:
 - a. Is in the grade of O5.
 - b. Is a board certified physician.
 - c. Has the background, experience and character traits to effectively represent the University within the DoD, the Federal Government, and the academic community.
 - d. Will serve as a role-model of a career-oriented military health professional.
 - e. Has prior academic and/or research experience, and is eligible for a faculty appointment at the level of Assistant Professor or above.
 - f. Has demonstrated ability to successfully lead in complex military environments (ideally including at least one deployment).
 - g. Can work in multidisciplinary teams.
 - h. Is committed to developing and supporting our uniformed faculty members in all USU-affiliated Military Treatment Facilities (MTFs) as well as deployed settings around the world.
 - i. Is ideally available for a five year assignment.

2. Additionally, previous success in a leadership position in military education and academic settings is preferred, though not required.

We would be happy to consider multiple nominees who are approved by you and meet the requirements above. Each nomination should be accompanied with a letter of interest from the officer that includes a summary of military and civilian education, assignment history, and the names and contact information of three references as well as an academic curriculum vitae. I strongly encourage nominations of women and qualified underrepresented minority candidates.

Nominations should be forwarded to CAPT Robert Liotta (robert.liotta@usuhs.edu) the Chair of the Search Committee by 30 November 2021. This will provide time for the selection committee to consider the nominations and make recommendations to me. Ideally, the successful candidate will be able to report to USU NLT 01 July 2022.

Thank you for your assistance in identifying candidates for this critical leadership position.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric A. Elster', with a stylized, flowing script.

Eric A. Elster, MD, FACS, FRCSEng (Hon.)
CAPT, MC, USN
Dean, School of Medicine
Professor of Surgery